

Workplace Development- Lesson 3: Setting Goals

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4:08 PM

Objectives:

You will have an understand of why goal setting is important

Resources:

Magazines or website portfolio

Digital: Wikispaces (need a discussion posting) , GCFlearnfree.org
Mindtools.com

Task Title	Point Value	Time	Description
My Future - Presentation	30	60 min	Create an inspirational display about your future! Can be a website, wiki, digital poster or regular poster.
Write a Five-Year professional Goal Statement with an Action Plan	30	60 min.	Be detailed! Specific! And make it about what you want for your future!
Explore MindTool.com	10	20 min	Post in wiki discussion "Mindtools, helpful info #2"
Lesson 3	70	2:20 min	Totals - about 2.5 class periods.

Task 1 - My Future

Your job is to create an inspirations display about your future.

Must include-

Career, Education, Family, Friends, Lifestyle and so on

Be detailed and don't be afraid to dream - realistically!

How your display this poster and the tools your use are your choice and you must help gather supplies!

Option #1 - Poster Board, magazines, and other printed materials or hand drawn.

Option #2 - Digital display: One page website, wiki page, blog or Publisher can scan picture and take more if wanted.

Task 2 - Five year goal statement and action plan

Write one and write it very detailed
Use GCF to guide you
MindTools.com is also a great resource, for more ideas

Task 3

What are other areas to look at when setting long-term goals?

Global Learning suggests - Material wealth shouldn't be your only incentive.

Explore www.mindtools.com. Post in the wiki discussion board something interesting you learned and could be beneficial to others.